

**Grace A. Dow Memorial Library Board Meeting
May 17, 2017, 7:00 p.m.
City Hall Council Chambers**

MISSION

To inspire lifelong learning by connecting people and resources

VISION

To be the most dynamic, accessible, and relevant learning environment in the community

AGENDA – Wednesday, May 17, 2017

- I. Roll Call – Maxine Brink, Michael Burhans, Sarah Galt, Debbie Hayes, Steven Markey, Ann Moe, Laura Peterson
- II. [Acceptance of March 15, 2017 Meeting Minutes](#)
- III. Additions or Changes to the Agenda
- IV. Public Comments
- V. [Director's Report](#)
- VI. [Patron Comments and Suggestions](#)
- VII. Library Board Appointments
- VIII. Library Board Officers 2017-2018
- IX. Mideastern Michigan Library Cooperative Board Representative
- X. Library Board Annual Report Committee – Hayes, Galt
- XI. City of Midland 2017-2018 Budget Schedule
- XII. Strategic Plan
- XIII. Announcements
- XIV. Adjournment

Next meeting date: August 16, 2017.

**Grace A. Dow Memorial Library
Library Board Minutes
Wednesday, March 15, 2017, 7 p.m.
Library Board Room**

I. Roll Call

Peterson called the meeting to order at 7:00 p.m.

PRESENT: Melissa Barnard, Maxine Brink, Michael Burhans, Sarah Galt, Debbie Hayes, Ann Moe, Laura Peterson

ABSENT: Steven Markey

ALSO PRESENT: Matt Richardson, Manager of MCTV and Library Communications

II. Acceptance of February 15, 2017 Meeting Minutes

Motion by Burhans to accept minutes as submitted, seconded by Brink. Motion approved.

III. Additions or Changes to the Agenda

None

IV. Public Comments

None

V. Director's Report

Barnard passed around the wrapper ad from the Midland Daily News promoting spring programs.

The announcement of the Mideastern Michigan Library Cooperative Annual Joint Meeting was included in the Board packet. Board members interested in attending should contact Barnard before May 15th.

The plan for the renovation of the planter area in front of the Library was shared with the Board. The bids for the project were favorable so a resolution to accept the proposal from Three Rivers Corporation will go to City Council at their March 27th meeting.

Hayes inquired about the Battle of the Books team participation compared to previous years. This year was two teams more than last year. The team number has been between 55 and 60 over the past several years.

VI. Patron Comments and Suggestions

SIGNED COMMENTS:

1. Would like to have the afternoon movies back.

The decision to discontinue the Classic Movies series was based on low attendance. A different series focus will be discussed for possibly fall 2017.

2. Why are paperbacks not tagged with genre labels, such as sci-fi, western, etc.?
New paperbacks will include genre labels.

UNSIGNED COMMENTS:

None received.

VII. Library Board Appointment and Vacancy

Moe has requested reappointment for the three year term. City Council will approve reappointments at an upcoming Council meeting. Markey does not wish to be reappointed. Council will consider appointing an applicant from the interviews last year.

VIII. Library Board Annual Report Committee

Hayes and Galt volunteered to serve on the Committee. The draft report will be reviewed at the August meeting.

Note: Galt left the Board meeting at 7:20 p.m.

IX. City of Midland 2017-2018 Budget Schedule

Barnard reviewed the following City of Midland Budget Schedule:

April 10 Proposed budget presented to City Council

April 17 Budget work session at **6:00 pm**

April 24 Preliminary Public Hearing on proposed budget

May 8 Charter-mandated Public Hearing

May 22 Charter-mandated date for budget to be adopted

All meetings are on Mondays at 7:00 pm, at City Hall Council Chambers

X. Strategic Plan

Library staff is working on producing a virtual walking tour. A volunteer is assisting the Library with equipment and expertise.

Richardson reported that work has begun on the May/June Youth Services calendar and the newsletter. Press releases have been sent for upcoming programs. Social media videos are being prepared for the Keva Planks and Book Tasting programs. A short documentary will be done on the volunteer program featuring teens who have volunteered at the Library. Richardson will be a guest on the Friends of MCTV Community Focus April program to promote youth and adult programming. Staff are working on articles for the Midland Daily News editorial page.

Barnard reminded the Board that on April 26th the Library will partner with MCTV at the Senior Expo at the mall. Board members will receive an email asking for assistance at this event. Burhans volunteered for the morning shift.

XI. Announcements

Barnard will notify the Board about the possible cancellation of the April meeting due to lack of business to conduct.

XII. Adjournment

Brink moved to adjourn. Burhans seconded. Motion approved. Meeting adjourned at 7:35 pm. The next meeting of the Library Board is April 19th in City Hall Council Chambers at 7:00 pm.

Grace A. Dow Memorial Library Board

Director's Report

May 11, 2017

Adult Services Activities

Nine teams competed in the Adult Battle of the Books. Last year's second place team took first place this year.

Ron Suszek, Supervisor of Adult Services, participated in the following webinars: patron driven acquisitions sponsored by Information Today, graphic novels eBooks sponsored by Recorded Books and AtoZ database.

Jennifer Foster, Reference Librarian, participated in a webinar on genealogy sponsored by WebJunction.

Reference Librarians Jennifer Foster, Jan Martz, Ann Jarvis, Wendy Krause and Sudi Kotecha participated in a webinar on the database Reference USA.

Youth Services Activities

Youth Services hosted the Head Start year-end assembly with an attendance of 639. Children and parents learned about the programs and services in Youth Services and were invited on a tour.

Monica Anderson, Kathy Brown, and Catherine Lundgard, Youth Services Librarians, and Deanna Schroden, Associate Youth Services Librarian, attended a workshop on early literacy sponsored by the Library of Michigan.

Deanna Schroden, Associate Youth Services Librarian, and Catherine Lundgard, Youth Services Librarian, attended the Children's Spring Institute sponsored by the Michigan Library Association.

Vicki Carto, Youth Services Librarian, participated in the following webinars: "STEAM Programs for Youth" sponsored by the Skokie Public Library, "Build a Better World" sponsored by the Collaborative Summer Reading Program, "Growing Through Conflict" sponsored by WebJunction, childhood development sponsored and "Extreme Customer Service" sponsored by the Library of Michigan.

Other

The Summer Reading Program starts June 12th for all ages. The theme is "Build a Better World."

Scanning services are now available at no cost. The Reference Librarians will assist users as needed.

The fascia project is on schedule to be completed by the end of June. Construction on the planter renovation project is scheduled to begin the week of May 15th.

Ann Moe volunteered to help at the Library's table at the Senior Expo at the Mall on April 26th.

The Friends of the Library Annual Meeting was May 1st. Melissa Barnard recognized them for their contributions to the Library this past year.

The Friends of the Library Used Book Sale is Friday, June 2nd for members, Saturday, June 3rd, and Sunday, June 4th which is bag day.

Ron Suszek, Supervisor of Adult Services; Stephanie Williams, Supervisor of Youth Services and Melissa Barnard attended a workshop on Program Outcomes sponsored by the Library of Michigan.

Melissa Barnard attended the Disney Institute sponsored by the Midland Area Chamber of Commerce.

Vicki Carto, Youth Services Librarian, will be retiring June 30th after 16 years of service at the Library.

The Library will close on Sundays starting May 28th, and will be closed on Memorial Day, Monday, May 29th and Independence Day, Tuesday, July 3rd.

PATRON SUGGESTIONS AND CONCERNS March-April, 2017

SIGNED COMMENTS:

1. I have a "wish list" request for a service called Hoopla to borrow movies, music, etc., streaming online. Thanks!
2. You have achieved a remarkable failure. The one way parking areas are not angled to prevent idiots from taking two spaces. Please fix ASAP.
3. Due to an event at the Center for the Arts I had to drive around and around looking for a parking spot. Unfair to library patrons. (Dated 5/6/17.)

UNSIGNED COMMENTS:

None received.